

**PARTICIPANT EXPRESSION OF INTEREST**

The information you provide will remain confidential, and used solely for program implementation, monitoring and evaluating purposes.

|  |  |
| --- | --- |
| **First Name:** | **Last Name:** |
| **Address:** |
| **Suburb:** | **Postcode:** |
| **E-mail:** |
| **Contact Telephone Number:**  | **Mobile:** |
| Date of Birth: / / | **Gender:** □ Male □ Female □ Other  |
| **Are you of Aboriginal or Torres Strait Islander Origin?** □ Aboriginal □ Torres Strait Islander □ Both □ Prefer not to say  |
| **Which program location are you applying for?**□ Port Augusta □ Port Pirie  |
| Job Seeker Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Who is your employment service provider:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Please tick your program:**□ Workforce Australia □ Transition to Work □ ParentNext □ Other:\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **What is the highest level of education you have completed?**□ Did not attend school □ Year 9 or lower □ Year 10□ Year 11 □ Year 12/13 □ Trade/Certificate |
| **What was your main activity before registering for this project?**□ Working □ Studying □ Volunteering □ Not actively looking for work□ Out of work for: □ Less than 3 months □ 3-6 months □ 6-12 months □ Over 12 months |
| **Do you have a current driver’s licence?** □ Yes □ No**Please tick which transport you have access to:** □ Own transport □ Public transport |
| **What are your reasons for wanting to be part of the program?**(Think about the additional benefits and value you would gain in addition to a job)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **What challenges/barriers might you face during the program?**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **I give permission for any photographs taken of me whilst in the programme being used for promotional or media purposes.**□ Yes □ No |

I certify that the information I have provided on this form is true and correct, and I consent to the information I have provided being used for the purposes of implementing, monitoring and evaluating the program.

Participants full name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Participants Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Please email your completed form to** **hello@careerco.com.au** **or contact us for assistance on (08) 8686 8596.**

**Supported and delivered by:**



****



**HANDLING OF YOUR PERSONAL INFORMATION**

In collecting and handling personal information from individuals, Career Co. Australia Pty Ltd complies with the Privacy Act 1988.

We are required to tell you that we will be collecting personal information from you. This may include information from your previous employers who are listed as referee’s and maybe health and medical practitioners. This is to provide some basic background about your previous work performance and/or fitness for work and to allow us to contact you.

We will then collect further personal information from you by interview or through filling out forms. This information is needed to provide a high level of service to you. We will use it to provide necessary career services, assess your needs, or to try to find you a job, depending on the services you engage in.

Occasionally we may need to collect health information in order to assess your suitability for different types of employment or industry sectors. As this information is very sensitive, we will handle it with particular care.

When you supply personal information to staff at Career Co. Australia, it is kept in locked and on password protected computer systems. Only staff with a need to know will access this information.

We may have to disclose some of your personal information to other people. Usually this covers prospective employers and outside assessing and training bodies. Where possible, we will consult with you first.

Sometimes we need updates on your personal information from these outside bodies. For example, we need reports on your progress from outside trainers and employers. The “Handling of Personal Information Form” confirms your permission to ask for this feedback.

If there is anything you do not fully understand, or if you are concerned about how Career Co. Australia might use your information, please ask us.

 **PRIVACY CONSENT FORM**

In completing and signing this form, I understand and consent to the following:

* Career Co. Australia Pty Ltd will collect some personal information about me. Some will be provided by other bodies or agencies, but most information I will supply at interviews or by filling out forms. Generally, information collected from outside will be checked with me to make sure it is correct. All information collected will be handled according to the *Privacy Act 1988.*
* Some of the information collected might be health information, which Career Co. Australia will handle with particular care.
* The information will ***only*** be used to help me look for work, increase my ability to join in the workforce, improve work performance and/or secure a job. Career Co. Australia will not use my information for any purpose not related to their services.
* Career Co. Australia will give my personal information, as necessary, to any organisation or person who might offer me training or a job. Some information may also be given to Government agencies as is required or authorised by law.
* Career Co. Australia may be in a better position to help me if they receive feedback from any of the above people. I therefore authorize the above to provide updates on my personal information to Career Co. Australia from time to time as needed.
* I acknowledge that I have been given a copy of “**Handling of Your Personal Information**”, that explains Career Co. Australia’s privacy policy in more detail.
* I hereby grant Career Co, its representatives and employees, permission to use and/or publish photographs or videos of myself in print and/or electronically. I understand and agree that these materials will become the property of Career Co and will not be returned.
* I hereby authorise Career Co to edit, alter, copy, exhibit, publish, or distribute the photograph or video for purposes of publicizing their programs or for any other lawful purpose. In addition, I waive my rights to any compensation arising or related to the use of the photographs or videos.
* I release and discharge Career Co from any and all claims arising out of use of the photos or videos for any lawful purpose such as for publicity, illustration, advertising, and Web content.

|  |  |
| --- | --- |
| Client Name |  |

|  |  |
| --- | --- |
| Client Signature |  |

|  |  |
| --- | --- |
| Date |      / /20 |

|  |  |
| --- | --- |
| ID Sighted & Attached |       |